

Kentucky

Department for Public Health

2000

Annual Report



Paul E. Patton, Governor
Rice C. Leach, M.D. Commissioner

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COMMONWEALTH OF KENTUCKY

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INTRODUCTION

“We are in business to help Kentuckians be well.”

Department Overview

The Department for Public Health (DPH) is the only agency in Kentucky responsible for developing and operating all public health programs for the people of the Commonwealth. Kentucky Revised Statute 194.030 created DPH to "develop and operate all programs of the cabinet that provide health services and all programs for the prevention, detection, care, and treatment of physical disability, illness, and disease."

In fiscal year 2000, DPH expended a total of **\$185,097,039** with **63.4 percent** of these expenditures from federal dollars. Total expenditures for Kentucky's state and local health departments were approximately **\$306 million**, which comes from state and federal funds, local taxes, local agency funds, and fees for services. One of three departments in the Cabinet for Health Services, DPH has a staff of **383** at the state level divided among six divisions described below:

1. The **Division of Adult and Child Health (ACH)** promotes the health of mothers and children by developing systems of care and by providing health and nutrition services to women, infants, and children.
2. The **Division of Epidemiology and Health Planning** is responsible for communicable disease prevention and control, disease surveillance and investigation, injury prevention and research, maintenance of Vital Statistics, and health data, including hospital data and county health profiles.
3. The **Division of Laboratory Services** provides analysis and quality control for health department laboratories and reference services to laboratories. The central lab also conducts metabolic screening for all newborns in the state.
4. The **Division of Local Health Department Operations** provides administrative support local health departments in all 120 counties of the Commonwealth. New to this division is the Public Health Nursing Branch, which provides technical support to public health nurses.
5. The **Division of Public Health Protection and Safety** protects Kentuckians from unsafe consumer products, radiation and other toxic exposure, unsanitary milk, adulterated and misbranded food, unsanitary public facilities, and malfunctioning sewage systems.
6. The **Division of Resource Management** develops and oversees the Department for Public Health's budget as well as local health departments' fiscal planning, allocations and payments, and their administrative and management practices. The division also manages departmental procurement/contracts and information technology programs.

Status Report

The combined efforts of the state and local health departments and the state's private practitioners continue to produce positive results in declining infant mortality, increasing immunization rates among our youngest citizens, and the lowest tuberculosis rates in our state's history. Teenage pregnancy rates are declining in most counties. The 2000 General Assembly authorized Governor Paul Patton's early childhood development initiative called KIDS NOW and appropriated funds for several population based initiatives that will improve our statistics in early childhood development, birth defects prevention, improved health and safety in day care settings, and immunizations. When these initiatives are coupled with those designed to improve childcare, it is reasonable to expect tomorrow's teachers to have more and more healthy children ready to learn.

Kentucky is also responding to the national shortage of public health workers with formal training in public health through a joint initiative with the Kentucky School of Public Health, the Centers for Disease Control and Prevention (CDC), and the Samaritan Foundation. These organizations have combined efforts to fund the Kentucky Public Health Leadership Institute. During FY 2000 they recruited more than three dozen state and local public health workers to strengthen their skills in Epidemiology and public health education to address the emerging health risks facing Kentucky.

Challenges

Along with these successes are some formidable challenges.

Kentucky still leads the nation in male deaths from lung cancer and youth smoking although we dropped to number two in the nation for adult smoking. During the 2000 General Assembly, Governor Patton and legislative leaders expressed their desire for Kentucky to "get serious about youth smoking." They authorized the first statewide public health effort to encourage non-smoking and smoking cessation, reduce exposure to second-hand smoke, and address the disparity in tobacco-related illnesses among different groups.

We still have an unacceptably high percentage of our babies born with low birth weight. Low birth weight is frequently the result of maternal smoking, alcohol consumption, and illicit drug use and contributes significantly to birth defects, mental retardation, and infant mortality. The "KIDS NOW" initiative, the Kentucky Alcohol and Substance Abuse Program will enable public and private providers to find ways to share resources for the common good.

Kentuckians are slowly but surely exposing themselves to another set of health risks because of our propensity to eat too many fatty foods and to exercise too infrequently. The percentage of clinically obese Kentuckians has nearly doubled since 1990, as has the percentage of Kentuckians with type II diabetes. Most disturbing is the rapid increase of these conditions in children. If this trend does not reverse, we can expect increasing amounts of renal failure, blindness, heart attack, and peripheral vascular disease in an

increasingly young population. This will negatively affect quality of life, economic development, and health care costs. We can reverse these trends if we adopt good eating and exercise habits. Fortunately, several different groups are working on ways to focus our existing funds on primary prevention strategies to avoid the problems all together by eating better, smoking less, exercising more, and generally taking better care of ourselves.

The Work Load of Public Health

Along with the activities highlighted above, is the daily work. On any given day, your Kentucky public health work force:

- Sees 3,033 patients
- Provides 26,909 services
- Conducts 103 evaluations of sewage disposal and septage treatment systems
- Destroys 1,160 pounds of adulterated food
- Issues 97 permits to retail food establishments, tattoo parlors, and boarding homes
- Inspects 34 dairies and milk processing plants
- Destroys 11,700 pounds of adulterated milk
- Issues 895 birth certificates
- Issues 858 death certificates
- Records 172 marriages
- Conducts 2,227 laboratory tests
- Follows up on 60 newborn screening blood tests for confirmation
- Administers 3,444 immunizations
- Issues 4,010 doses of immunization to providers
- Reviews 54 reportable disease reports
- Responds to 200 requests about diversion of narcotics and other controlled substances

In addition, the state's health department staff inspect X-ray equipment in medical facilities, accompany shipments of radioactive material across the state, certify lead paint abatements, prepare dozens of reports for the public, write and manage federal grants that bring more than \$100 million to the state, and teach state and local health department providers the skills needed to remain current.

The Department for Public Health's annual report for fiscal year 2000, which concluded June 30, 2000, highlights programs and their achievements. The pages that follow give more detailed information on some of our activities. The state and county health departments and their private sector partners should all be proud of the positive results detailed in this report.

Rice Cowan Leach, M.D.
Commissioner

PROGRAM ACHIEVEMENTS

Division of Adult and Child Health

The **Division of Adult and Child Health** is responsible for identifying risks to good health and for developing methods to reduce those risks through population and personal preventive services. Staff set standards to focus more on outcomes than on processes. This outcome-based approach also gives local health departments increased flexibility.

Chronic Disease Prevention and Control Branch

The Chronic Disease Prevention and Control Branch is responsible for decreasing the morbidity and mortality from chronic diseases. Emphasis is on prevention and risk factors that can be reduced through healthy lifestyles. The branch puts a significant amount of its effort into decreasing the use of tobacco, increasing physical activity, and improving the eating habits of Kentuckians. The use of preventive screening tests such as Pap tests and mammograms is also promoted through the branch's efforts. The branch's other initiatives include cardiovascular health, diabetes, breast and cervical cancer screening, and health education and promotion. The branch provides funding to local health departments for community-based services aimed at individuals and at policy and environmental changes that will improve the health status of Kentuckians. Achievements of the branch's five major programs follow.

The Kentucky Women's Cancer Screening project provides breast and cervical cancer screening and diagnostic follow-up services to low-income women. Local health departments provided **16,321** screening and **3,203** diagnostic mammograms for FY 2000. Local health departments provided a total of 95,080 Pap tests. Local health departments provide cancer risk counseling, clinical breast exams, Pap tests, and pelvic exams.

The Tobacco Use Prevention and Cessation Program works to reduce preventable deaths and disease in Kentucky by expanding the state's capacity to provide a comprehensive tobacco program. In FY 2000 **11** local health departments were provided federal funds to plan and implement local tobacco programs based on the CDC's four goals. These four goals include prevention of initiation of smoking by youth, promoting cessation among adults and youth, eliminating exposure to second hand smoke, and identifying and eliminating disparities among population groups disproportionately effected smoking.

In FY 2000, the Cardiovascular Health Program entered its second year of federal funding. The emphasis is to build capacity for a state cardiovascular health program targeting policy and environmental changes related to smoking, physical activity, and nutrition. In April of 2000, a preliminary report on the status of cardiovascular disease in Kentucky was presented to program partners and policy makers. A state Cardiovascular Health Coalition of 130 members will help determine the future focus of the program. The cardiovascular health program and the Department of Education have worked

together to produce **eight** interdisciplinary units of study about cardiovascular health for elementary schools and preliminary piloting has begun in selected schools.

The Diabetes Prevention and Control Program seeks to decrease the burden of diabetes among Kentuckians primarily by means of population-based approaches. Federal funding from the CDC is directed at improving five federally defined performance measures related to individuals with diabetes. The program collaborates with a wide variety of public and private partners to facilitate system and community changes at the state and local level particularly targeting the high-risk populations of African-Americans, seniors, and Appalachians. **Eleven** community-based diabetes coalitions and **120** local health departments were given funds to help implement strategies at the local level. Additionally, the Kentucky Diabetes Network (KDN) was established with more than **100** organizations, associations, and individuals working together to impact diabetes-related issues across the state. The National Diabetes Education Program has been implemented statewide with the assistance of nearly **300** different partners. **Twenty-four** professional education programs were provided to **939** health professionals in FY 2000. **5,047** individuals attended one of the **446** diabetes-related educational programs offered during the year.

The branch administers the Preventive Health Block Grant from the CDC with most funds going to local health departments for community-based health education and health promotion activities. Every local health department in the state receives Preventive Health Block Grant funds to implement these activities. Each local health department completes a community needs assessment and submits a one-year plan based on that assessment. Most of the local health departments identified cardiovascular disease, diabetes, cancer, tobacco, teen pregnancy, and unintentional injuries as the targeted areas for interventions.

Drug Enforcement and Professional Practices Branch

The **Drug Enforcement and Professional Practices Branch** administers and enforces the Kentucky Controlled Substances Act, the drug and device portions of the Kentucky Food, Drug and Cosmetic Act, the use of the title “Doctor” or “Dr.,” and the Treatment of Cancer Law. In addition, the program provides technical and professional expertise to licensing boards, local health departments, and law enforcement agencies that enforce controlled substances laws.

Drug Control supplements the efforts of other agencies. The administration and enforcement of the Kentucky Controlled Substances Act directly affects **12,000 to 15,000** persons who are permitted by law to manufacture, prescribe, administer, dispense, possess, or conduct research with controlled substances. The Drug Control Program licenses manufacturers, distributors, and re-packers of controlled substances. The staff works with the Drug Enforcement Administration, the Kentucky State Police, as well as local police departments and sheriffs to prevent legal controlled substances from being diverted to illegal channels. Persons who legally possess controlled substances are

monitored and inspected for compliance regarding security, record keeping, and labeling. Violators are penalized either by the licensing process or by the criminal justice system. The program also updates the list of controlled substances via administrative regulation.

Activities of the branch include:

- **930** investigations for potential violations
- **218** licensing of manufacturers and wholesalers of controlled substances
- **1677** consultations with individuals about the drug laws

Emergency Medical Services Branch (EMS)

The department's recent reorganization saw the transfer of the **Emergency Medical Services Branch (EMS)** from the former Division of Health Systems Development to the new Division of Adult and Child Health. This move reflects the role of certified and licensed EMS providers who provide more than **625,000** patient care contacts each year, making EMS a key component of Kentucky's health care delivery system. For many patients, EMS is their first contact with health care during a medical emergency.

The EMS Branch manages programs that reduce preventable deaths and disability due to injuries and medical emergencies. The branch serves as the department's lead agency for the planning, development, improvement, and expansion of EMS systems throughout the state. As of June 30, 2000, the branch was responsible for overseeing the training, certification, and practice of **11, 251** emergency medical technicians (EMTs), **2,740** EMT-First Responders, and **211** EMT-Instructors. In addition, the EMS Program administers the Kentucky Board of Medical Licensure's paramedic program, which currently includes **1,396** certified paramedics.

During the 2000 fiscal year, **\$1,473,932** in state matching funds were awarded to **90** counties and cities to maintain, improve, and expand local emergency medical services. These state matching grants included **\$960,000** to assist in the purchase of ambulances, **\$161,325** to provide training and incentives for EMS personnel, and **\$352,607** for purchasing basic and advanced life support medical equipment, communications equipment, or rescue equipment.

The branch licensed **244** ground ambulance services and **13** air ambulance services. These licensed ambulance providers operated a total of **1,049** ground ambulances, **16** helicopter ambulances, and four fixed-wing air ambulances. All licensed ambulance services and vehicles are inspected at least annually to ensure compliance with state licensing requirements as part of the department's public health standards enforcement role.

House Bill 405 enacted by the 2000 Kentucky General Assembly created the Kentucky Board of Emergency Medical Services to assume responsibility for the Kentucky EMS

program. The Department has developed a Transition Plan to provide for the orderly transfer of the EMS program to the new Kentucky Board of Emergency Medical Services by January 1, 2001.

Maternal and Child Health Branch

The Maternal and Child Health Branch implements services for preventive health screenings, education and clinical services including maternity care, family planning, well-child examinations, home visiting through the HANDS program, as well as early childhood initiatives such as folic acid and childcare. The branch also provides technical assistance and clinical oversight to local health departments for First Steps, Kentucky's Early Intervention System and teen pregnancy prevention.

Family planning is provided to individuals with information and the means to choose the number and spacing of their children. The Family Planning and Population Research Act of 1970 (Title X) authorizes grants for contraceptive methods, infertility services, and services for adolescents. The funds earmarked for family planning provide comprehensive medical, social, and abstinence counseling services through **154** clinic sites in all **120** counties.

The branch oversees maternity services in health departments with the goal of reducing maternal and infant mortality and decreasing the need for high cost neonatal intensive care. Comprehensive prenatal services, which include health screening and counseling prior to conception, outreach and follow-up, nursing and nutrition counseling for pregnant women, preterm birth prevention screening and education, laboratory tests, delivery and home visits are available to low income women. The branch oversees the evaluation and treatment of children with inborn errors of metabolism identified by newborn screening, as well as follow-up treatment for infants born with sickle cell disease.

During fiscal year 2000, the branch enabled local health departments and other agencies to provide services to the following number of unduplicated patients:

- Adult health preventive clinical visits to **170,379** people
- Family planning services to **118,946** people
- Maternity services to **119,115** women
- Pap tests to **89,814** women
- Children's preventive services to **187,229**

Referrals to university diagnostic centers were made for **702** infants with positive or inconclusive results for PKU, galactosemia, congenital hypothyroidism and sickle cell, three children were placed on treatment for PKU, 13 were placed on treatment for congenital hypothyroidism, 20 children were identified with sickle cell, 13 with D/G, a galactosemia variant. Special formula for PKU was provided free or at a reduced cost to **1,260** patients.

First Steps provided diagnosis and early intervention services for chronic illness or developmental delay to **8,078** children, **5,916** of whom were found to have developmental delays or risk conditions that affect their development. Genetic testing, counseling and education were provided to **1,275** patients.

The branch oversees child health services provided by local health departments. These services promote the health of infants, children, and adolescents. They reduce the incidence of preventable disease, injuries, and disabling conditions, and increase preventive health services for low-income children. Preventive services include health history and physical examinations, laboratory tests, immunizations, and health education.

Diagnosis and treatment of children with chronic illnesses, evaluation of children with possible developmental delays, genetic counseling, and childhood lead poisoning prevention and screening are other services of the branch.

Lead screening was provided to **21,113** children, of which **36** were confirmed as having lead levels above 20 ug/dL. Training in lead poisoning prevention management was given for **114** people from across the nation.

Grief counseling is available to any family whose child has died during the first year of life. Counseling must be offered to all parents who lose an infant due to sudden infant death syndrome. Grief counseling was provided to **38** families. The branch also publishes an annual Child Fatality Review providing statistics and suggested interventions for the prevention of future fatalities.

Notable achievements of the oral health program include the following:

- Fluoridated community water systems served approximately **90 percent** of the state's population.

- The Rural School Fluoridation Program served **7,200** students.

- Fluoride supplements were provided to **7,000** preschool children

- Dental health education was provided to **21,000** children in grades K-6

- Oral hygiene counseling and information was provided through WIC, Well Child Clinics, Health Fairs, and Family Resource Youth Service Centers.

The Health Access and Nurturing Development Service (HANDS) provided home visiting services for first-time mothers to **800** families. This is a home visitation to overburdened families to assist them in meeting the challenges of parenting during the prenatal period and continuing during the child's first two years of life. The program is now provided in **47** counties for **3,700** families.

Folic Acid is provided to all women of childbearing age along with education regarding the prevention of neural tube defects. **9,149** women have received folic acid counseling.

The branch provides technical assistance and education to childcare providers across the state in order to promote a healthy environment for young children in out-of-home settings. The education addresses health, safety and nutrition. Consultants are available through local health department professionals to assist and advise out-of-home care centers and homes about the quality of childcare. This is provided through on-site, telephone consultation, and training sessions. **307** consultations have been provided to date. **60** consultants have been trained in the first year of this new program.

Healthy Start in Childcare is a Kids NOW Initiative, which provides consultation on health, safety, and nutrition to childcare providers. Healthy Start consultants are located in local health departments and provide consultation to childcare providers regarding health, safety and nutrition issues that affect the quality of childcare. Healthy Start staff had **78** site visits, **337** consultations to childcare providers, and conducted **79** classes.

The Integrated Resources in Schools (IRIS) program focuses on incorporating early recognition of mental health needs through training of childcare providers. Referral sources are provided for further assessment and treatment. This program is in the developmental phase with trainings scheduled.

The branch offers genetic conditions identification through the Kentucky Birth Surveillance Registry. This service is coordinated with the KEIS program to offer services to those families determined to have genetic conditions/developmental challenges.

The branch offers abstinence education through a federal grant. Local health departments are provided funding allocations to provide abstinence education services. Abstinence education has been provided for **45,000** people.

The branch offers arthritis education. A federal grant to plan for statewide collaboration of service providers and patients is being used to establish a network for the effective treatment of arthritis, enabling people to function at the highest level possible.

Nutrition Services Branch

The **Nutrition Services Branch** administers the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), and the Adult and Child Health (ACH) Nutrition Program. WIC is a federally funded program that sets standards for nutrition services. WIC's primary focus is to provide nutritious foods, nutrition education and, when appropriate, breastfeeding information and referral for intensive care to low-income pregnant, breastfeeding and postpartum women, infants, and children who are at nutritional risk. The program is also responsible for promoting breastfeeding, resulting in **31 percent** of low-income women breastfeeding.

WIC provided approximately **\$65 million** in food instruments in fiscal year 2000. WIC serves a monthly average of:

- **29,756** infants
- **14,640** pregnant women
- **2,230** breastfeeding women
- **9,877** postpartum women
- **55,259** children under the age of five

The Food Delivery/Data Section provides WIC food instruments and data reports for USDA reporting. The section processed and distributed more than **four million** food instruments. The section provides assistance to local WIC sites via telephone and electronic communication as well as by on-site training.

The Clinical Nutrition Section helps WIC participants improve their nutrition knowledge, food selections and eating choices through both the WIC Program and the ACH Nutrition Program. The section provides sound nutrition information to health professionals and WIC participants as well as breastfeeding promotion activities and training for hospitals, physicians, and nurses.

The ACH Nutrition Program provides medical nutrition therapy to eligible clients in **104** of 120 counties. The nutritionists provided medical nutrition therapy services to approximately **23,000** patients in health departments. Besides providing diet service to patients, nutritionists conduct in-service education for staff. Many nutritionists provide community programs such as weight loss classes, cooking classes, and menus for day care centers.

The Program Management Section promotes efficient operation of the WIC Program. Staff made **476** site visits in fiscal year 2000.

The Vendor Management Section approves applications, monitors vendors, and provides technical assistance and training to grocers and drug stores. The section also refers groceries to the Office of the Inspector General for determination of improper redemption of WIC food instruments. On-site monitoring was conducted for more than half the **1,280** participating vendors.

Commissioner's Office

The commissioner's office is responsible for the general management, oversight, and establishment of policy for the Department for Public Health (DPH). It advises the heads of agencies in state government on issues relating to public health, including actions necessary to safeguard the health of the citizens of the Commonwealth. The commissioner serves as chief medical officer of the Commonwealth. Additional roles of the commissioner's office include health care reform, strategic planning, and enhancement of local health departments.

The office coordinates legislation and regulations among the six divisions and between the department and other agencies of state government. This involves reviewing pending legislation for departmental impact, responding to requests from the General Assembly, coordinating presentations before committees, and maintaining communication on legislative issues. The staff also coordinates the department's activities in promulgating regulations and making appointments to various boards and councils.

The commissioner's office staff provides the department's divisions with expertise in the legislative process, such as proposed bill review and administrative regulation development and interpretation.

The director of nursing provides professional consultation to the DPH commissioner, executive staff, state and local health department administrators, and approximately **1,000** nurses practicing in local health departments. She also directs the operation of nurse-managed employee health centers in for state employees. She is also the department's principal nurse consultant to the cabinet, universities, and community-at-large.

Division of Epidemiology and Health Planning

The **Division of Epidemiology and Health Planning** provides the following services:

- Assessment of the occurrence of and risk factors for preventable diseases and injuries in the Commonwealth
- Policy development related to the prevention of disease and injury
- Assurance of public health services, primarily through local health departments

Responsibilities of the division include control of communicable disease, disease surveillance and investigation, injury prevention and research, vital statistics, and health data. The division carries out these core public health functions through the activities of its six branches.

Communicable Disease Branch

The **Communicable Disease Branch** seeks to eliminate, reduce, and control certain communicable diseases. Local health departments provide direct care while branch staff provides training, educational materials, technical and financial assistance, and program planning and evaluation. The branch is also responsible for the Rapid Response Team that provides support to local health departments in controlling disease outbreaks. The three major programs in the branch are described below.

The Immunization Program provides health departments with vaccines against diphtheria, tetanus, pertussis (whooping cough), poliomyelitis, measles, rubella, mumps, hepatitis B, varicella (chicken pox), *Haemophilis influenzae* type b, and hepatitis A, influenza and pneumonia for certain high risk children. The program oversees vaccine procurement, conducts disease surveillance and control, assesses the target population, and informs providers about vaccine-preventable diseases and vaccinations.

This past year, the program distributed vaccine to public and private providers, resulting in the administration of **1,002,672** doses of vaccine to Kentuckians. Local health departments administered **861,214** doses of vaccine, primarily to children from birth to five years of age and to beginning sixth graders. Physicians, community health centers, and other agencies administered more than 141,458 additional doses, mainly for children receiving Medicaid or without health insurance. Data recently released by the Centers for Disease Control and Prevention (CDC) show that **86.1 percent** of Kentucky's two-year-olds have received the required immunizations. This achievement places the Commonwealth 7.2 percentage points above the national average and represents a **23 percent** improvement since 1989.

The Tuberculosis (TB) Control Program works to reduce the number of cases and deaths due to TB. In Kentucky **147** cases of TB were reported during FY 2000. This is a decrease of 62 cases (30 percent) from the prior year giving Kentucky a statewide case rate of **3.7 cases per 100,000** population. In 1999 Kentucky's rate fell below the national

TB case rate of 6.4 per 100,000. Although national case rates for 2000 are not yet released by CDC, it is anticipated that Kentucky's rate will again fall below the national average.

The Sexually Transmitted Disease (STD) Program seeks to reduce the occurrence and prevent the transmission and debilitating complications of STDs. Priority is given to persons diagnosed or exposed to early syphilis or to Human Immunodeficiency Virus (HIV). The program also places a high priority on the prevention of congenital syphilis infection in neonates. In conjunction with local health departments and selected other sites, the STD program conducts a statewide screening program for gonorrhea and chlamydia infection.

Among **90,102** patients screened, **1,643** gonorrhea and **3,602** chlamydia infections were found. Total cases reported in FY 2000 were **3,377** gonorrhea, **7,575** chlamydia, **288** syphilis, and **565** other STD infections. Program staff conducted **179** interviews with patients diagnosed with early syphilis. These interviews resulted in **30** patients being diagnosed with and treated for syphilis and **92** others being provided with preventive treatment.

Health Data Branch

The **Health Data Branch**, designated as the state's Center for Health Statistics, maintains a public health database, which collects and distributes information that supports health assessment and planning. The branch compiles data at the county level on health status indicators, demographic trends, and related socioeconomic factors. Within the last year, the branch published the *Kentucky Annual Vital Statistics Report* and published the second edition of a new series of annual reports, *Kentucky County Health Profiles*. Staff also provided responses to **467** requests for vital statistics data.

Health Policy Development Branch

The Health Policy Development Branch provides public and private sectors with timely and accurate information on the cost, quality, and outcomes of health services; conducts research and analysis on health policy; and supports development of a statewide health information system. The Health Policy Development Branch was responsible for the following activities:

Implementation of Senate Bill 343 in 1996, which requires the collection of health cost data from providers, hospitals, and health facilities and a permanent advisory committee to define quality outcomes measurements and advise the Cabinet for Health Services on data interpretation. A data regulation, 902 KAR 17:050, was developed by the branch and approved by the legislature in November of 2000. The branch also updated regulation 902 KAR 17:040 to establish fines for non-compliance with state health data collection requirements. The branch has processed

more than **1,500,000** records on health care utilization, both inpatient and outpatient during this year.

Surveys, data collection, and published reports relating to home health, long-term care, hospice, ambulatory surgery, and acute care, rehabilitation, and psychiatric hospitals. These Annual Facility Utilization Reports were published in the summer and fall of 2000 with more than **875** copies distributed.

The branch was responsible for editing and publishing *Healthy Kentuckians 2010*, a document that provides an updated agenda for Kentucky's health. Nearly **800** copies of this document have been distributed. Kentucky is one of only five states to develop a state document as a companion to the national Healthy People 2010.

HIV/AIDS Branch

The **HIV/AIDS Branch** protects, promotes, and monitors the health of the public by prevention of HIV transmission and its associated morbidity and mortality. Staff in the four sections of the HIV/AIDS Branch carry out this mission.

HIV Counseling and Testing offers anonymous and confidential HIV antibody testing, free of charge, in all 120 Kentucky counties through local health departments. Some counties also provide these services to inmates of local jails or prisons. Currently, there are **181** state-sponsored HIV counseling and testing sites in Kentucky. In fiscal year 2000, of **19,924** persons served at these sites, **127** were found to be HIV infected.

HIV/AIDS Surveillance is charged with recording and reporting HIV and AIDS cases diagnosed in Kentucky. The staff compiles and distributes statistical reports to more than **850** recipients. The surveillance component completed **228** HIV case reports (a decrease of 33 from the previous year) and **198** AIDS case reports (a decrease of 103 from the same period last year).

HIV/AIDS Prevention consists of three programs: Professional Education, HIV Prevention Community Planning, and Targeted HIV Prevention. The Professional Education Program reviews HIV continuing education courses and school curricula for the education criteria mandated in Kentucky. Staff reviewed **222** courses for continuing education about HIV and sent lists of approved HIV/AIDS courses to **3,026** individuals.

HIV Prevention Community Planning has a statewide Community Planning Group (CPG). The CPG conducts needs assessments of existing HIV prevention efforts and resources and recommends intervention strategies to reduce the risk of HIV transmission for at-risk populations.

The HIV Prevention Program reached **27,841** persons in fiscal 2000 through the above activities. Five health departments in higher prevalence areas of the state work with the CPG to target high-risk individuals. This program reached **10,136** persons.

HIV/AIDS Services offers five programs:

The Kentucky HIV Care Coordinator Program employs case managers, based in six regions of the state, to link HIV-positive clients with health and human services for which they are eligible. This program served **1,334** HIV-infected clients during fiscal 1999, a reduction of **64** from the previous fiscal year.

The Kentucky AIDS Drug Assistance Program (KADAP) assists low-income HIV-positive individuals with purchasing up to **30** HIV-related medications. There were **464** low-income individuals who received assistance, an increase of **46** from the past year.

The Kentucky HIV Health Insurance Assistance Program helped **182** persons at risk of losing existing insurance coverage with their premium payments. The Outpatient Health Care and Support Services Program assisted **1,205** clients with physical and mental services, substance abuse treatment, benefits advocacy, and nutrition. Finally, the state-funded HIV Care Consortia Program filled in gaps in support services not covered by federal funding. Additionally, **507** HIV-infected persons received support services such as housing, utilities, and nutrition assistance.

Surveillance and Investigation Branch

The **Surveillance and Investigation Branch** maintains an automated register of all legally mandated disease reports from health care providers, facilities, laboratories, and local health departments. The data are used to provide a sound epidemiological database for departmental decision-making in disease prevention and control and health promotion. The branch publishes disease data, along with other timely health care information in monthly issues of *Epidemiologic Notes and Reports* and distributes them to more than **10,000** health care providers in Kentucky. The branch conducts epidemiological studies and provides technical consultations to private physicians, local health departments, and many other individuals and organizations. In fiscal year 2000, the branch reviewed and confirmed **13,586** reportable diseases and received **7,239** reports of diseases not mandated as reportable, assisted in the investigation of seven outbreaks of diseases, and provided **2,315** consultations relating to diseases.

The Behavioral Risk Factor Surveillance Survey is an ongoing statewide telephone survey of adults to learn about lifestyles and health risk factors. More than **7,500** telephone interviews of adult Kentuckians 18 years of age or older were conducted last fiscal year. The results of the survey were analyzed and reported to CDC for national comparisons.

The State Public Health Veterinarian consults with health professionals, individuals, and the media regarding zoonotic diseases and other animal/human-related issues of public health significance. In fiscal year 2000 consultations on rabies alone numbered **634**.

The State Injury Prevention Program has two major objectives. One is to maintain a state-of-the-art, population-based, public health injury surveillance system. Surveillance includes:

- Injury case identification from vital statistics death certificates and hospital discharge records
- In-depth surveillance of domestic violence related injuries and firearm fatalities

The second objective is to operate a community-based injury prevention program that focuses on the major causes of unintentional injury among Kentuckians and the regions of the Commonwealth where injury problems are most prevalent. During the past year this program facilitated the installation of **5,425** lithium battery-powered smoke alarms in homes in rural counties and sponsored the distribution of more than **450** child safety seats to low-income Kentuckians.

Vital Statistics Branch

The **Vital Statistics Branch** collects, preserves, and protects certificates for births, deaths, marriages, divorces, and induced terminations of pregnancies, which occur in Kentucky and issues certified copies as requested. The branch records and provides for people born in Kentucky a means of establishing their legal identity, age, parentage, and nationality. It also makes available a legal document attesting to the date, place, and cause of every death occurring in the Commonwealth.

For fiscal year 2000 the following vital statistics were registered:

- **54,207** births and **335** stillbirths
- **38,384** deaths
- **43,035** marriages and
- **22,779** divorces and annulments

There were also **18,686** amended birth records and **1,136** amended death records.

There were **223,989** certified copies of birth certificates and cards issued for fiscal year 2000. The branch also issued **214,653** certified copies of deaths, **2,260** certified copies of marriages, and **1,563** certified copies of divorces. For the fiscal year 2000, **\$3,496,445** in fees were collected.

Division of Laboratory Services

The **Division of Laboratory Services** makes reliable laboratory facilities available for the protection of health in the Commonwealth. The division achieves this through the following:

- Providing examinations of clinical and environmental specimens to support other state and local health department programs, and reference testing for hospitals and practicing physicians
- Increasing the effectiveness of laboratory science in improving health status by providing consultation with state and district health programs, physicians, hospitals, medical examiners, coroners, and industrial hygienists
- Protecting the health, safety, and welfare of people from the hazards of improper performance by health laboratories

Activities conducted in support of the Local Public Health Laboratories include the following:

- Coordinated compliance with the Clinical Laboratory Improvement Amendments (CLIA) of 1988 for more than **291** local health department sites through two multiple-site certificates. Division of Laboratory Services staff serve as laboratory director and technical consultants so that local health departments will meet CLIA requirements.
- On-site consultations, training, and proficiency testing to verify local health department CLIA compliance
- **123** on-site consultations to local health departments participating on the multiple site certificate for CLIA
- More than **430** phone consultations concerning laboratory testing performed in the local health departments.
- Two method validation survey challenges were provided to monitor performance in the categories of Group A Strep, urine pregnancy testing, cholesterol screening, glucose, hemoglobin, hematocrit, and gram staining.

Activities conducted in support of the division include:

- The Bioterrorism Preparedness Committee is addressing laboratory capacity and training needs.
- The CLIA and State Laboratory Inspections were passed with no deficiencies.
- Certification for **49** laboratories in the state that perform prenatal syphilis serology testing
- Screening of **150** telephone calls per day
- More than **30** phone consultations concerning laboratory safety
- **15** training activities and **17** audio-conferences
- The laboratory and the National Laboratory Training Network (NLTN) presented a seminar titled "Laboratory Preparedness for Bioterrorist Actions" in May 2000. The laboratory also conducted a survey of each laboratory in Kentucky regarding their

capacity to respond to a bioterrorist event. In October 13, 2000, the lab and the South Central Association of Clinical Microbiologists cosponsored a workshop titled “The Non-Public Health Microbiology Laboratory --- First Responder to Bioterrorism.”

Chemistry Branch

The Biochemistry Section performs basic clinical chemistry tests, therapeutic drug monitoring, thyroid testing on adults and all the newborn screening testing for the state. The section represents the biggest volume lab in the division. The section performed a total of **556,751** tests in fiscal 2000:

- **164,342** tests on **42,426** adults in the clinical area and
- **392,409** tests on **82,027** specimens in the newborn screening area

Of these screening tests the section identified **14** infants for PKU; referred **68** infants for galactosemia including **9** positives; referred **118** infants for hemoglobin abnormalities; and referred **600** infants for further evaluation for thyroid gland function. The section began new methodology for T4 testing, which has reduced the number of referrals and eliminated radioactive material in the Biochemistry area.

The Instrumentation Section provides chemical and physical analyses to the Labor Cabinet's OSHA program, the Environmental Management, Food Safety and Milk Safety Branches of the DPH, the Dental Health Program, and the local health departments. In FY 2000, the section processed **5,539** samples for these state agencies and maintained enrollment in **four** proficiency testing programs covering **seven** types of chemical and physical analytes. The section received its sixth three-year reaccreditation by the American Industrial Hygiene Association and its first accreditation by the Environmental Lead Laboratory Accreditation Program. One staff member trained at the Commonwealth of Virginia's Consolidated Laboratory in food analysis, another at the McCrone Research Institute in Chicago for the identification of asbestos and a third at the the Florida Department of Agriculture and Consumer Services' 36th Annual Pesticide Residue Workshop.

The Toxicology Section conducts analysis for coroners and medical examiners. Toxicological analysis was provided in **2,641** cases. Toxicology staff appeared in court as expert witnesses in **50** trials. The section continued classroom instruction by appearing at coroner's training, the coroner's conference, and at schools throughout the state.

Microbiology Branch

The Bacteriology and Parasitology Section is composed of three testing programs. The Sanitary Bacteriology Laboratory tests drinking water samples, recreational water samples, milk and dairy samples, and food. The laboratory also tests for botulism toxin. Equipment was obtained for running Pulsed Field Gel Electrophoresis. The Bacteriology and Parasitology Laboratory tests clinical specimens for intestinal parasites and enteric

pathogens. DNA testing is done to determine if patients from STD, Family Planning and Prenatal Clinics are infected with *Chlamydia trachomatis* and/or *Neisseria gonorrhoeae*. The Mycobacteriology Laboratory uses a liquid rapid method for culturing specimens for Mycobacteria. Mycobacteria are identified by use of DNA probes and/or High Performance Liquid Chromatography (HPLC).

The Serology Section performs HIV-1, hepatitis, syphilis, rubella, and immuno-hematology testing in support of the Divisions of Epidemiology and Adult and Child Health. The section also performs HIV-1 testing in conjunction with the Justice Cabinet for persons convicted of sexual offenses and prostitution.

In the Virology and Fluorescent Antibody Section

- One staff member received training in arboviral isolation and identification at the CDC
- The section has completed its 43rd year as a WHO Collaborating Laboratory for influenza.
- The 1999-2000 season resulted in **77** influenza isolates. Strain identification yielded **54** A/Sidney isolates, **20** B/Beijing isolates and **3** non-typeable isolates.
- **12** cases of positive animal rabies were discovered and enabled necessary treatment to be started for the people involved.
- **305** cases of Herpes virus were isolated and identified.

Technical & Administrative Services Branch

The **Technical & Administrative Services Branch's** two sections provide essential services to the laboratory and to local health departments. In addition, the branch manager prepares and monitors the division's budget, performs cost accounting, and serves as legislative liaison and the quality assurance coordinator for the division. The Quality Assurance program has been designated "the best in the state" by CLIA surveyors. Branch staff provided newborn screening including follow-up on over **5,000** abnormal screening results and follow-up with more than **15,000** letters to parents and physicians.

The Administrative Services Section is primarily responsible for data management and reporting of medical laboratory results, data entry of patient demographics, procurement and distribution of equipment and supplies, inventory control, and equipment maintenance and repair. In fulfilling these responsibilities, staff performed data entry on approximately **300,000** specimens. More than **10,000** telephone inquiries were fielded regarding test results and demographic data.

The Technical Services Section provides laboratory support services including receipt and distribution of approximately **250,000** medical laboratory specimens. Staff prepared and dispensed approximately **50,000** units of media and reagents used for laboratory tests, and assembled and shipped approximately **300,000** kits for collecting and mailing laboratory specimens. A semi-annual milk testing survey of Grade "A" dairy laboratories

was provided to supported the Milk Control Branch. Split samples were provided for **six** Grade “A” dairy laboratories and approximately **35** analysts. Samples were also provided for **11** sites covering approximately **70** analysts for drug residues only.

Division of Local Health Department Operations

The **Division of Local Health Department Operations** provides support to local health departments in personnel management, training and staff development, medical records and forms management, reporting of clinical and community-based services, operating the online local health network, policy interpretation, and public health nursing. The division is the primary liaison between the DPH and local health departments.

Local Personnel Branch

The **Local Personnel Branch** operates and maintains a separate personnel program for **52** local health departments and their **3,300** employees. The branch acts for a five-member Local Health Department Employment Personnel Council and recommends changes in the compensation and classification plan. The branch helps health departments recruit qualified employees by reviewing applications; administering and grading examinations; processing personnel appointments, salary adjustments, reclassifications, and promotions; and maintaining master personnel records and a register of applicants. The branch conducts regional training programs for local health department directors, supervisors, and personnel specialists. Subjects include progressive discipline, employee performance evaluations, personnel regulations, sexual harassment, and recruitment of qualified employees. The branch also undertook preliminary steps to begin a comprehensive review of the compensation plan for local health department employees.

Public Health Nursing Branch

The **Public Health Nursing Branch** promotes public health by facilitating public health nursing through local health departments. Enabling local public health nurses and other multi-disciplinary health team members to be an integral part of the mandated Core Public Health Functions is the primary purpose of the Public Health Nursing Branch.

Public health nurses provide leadership and support to empower local health department nurses to provide population-focused community-based services and to achieve public health objectives on an individual community or county basis. Each nurse is a regional nurse consultant, serves as a liaison to a specific departmental division, and is responsible for particular major topic areas. The branch promotes public health at the local level in several ways:

- Serving as primary team members of on-site reviews of local health departments to assure the safety of the public and quality of health care to Kentucky's citizens; providing intensive technical assistance to **15** counties, including providing direct patient care;

- Providing phone contact and/or on-site visits to **55** health department agencies to help move from providing care “in the clinic” to being responsible for the health of the “whole community”;
- Providing technical assistance for more efficient clinic flow, medical records reviews for documentation, coding standards and reimbursement, as well as patient management processes and compliance to Public Health Practice Reference guidelines to approximately **41** local health departments;
- Developing documentation training for statewide presentation; **46** sites scheduled for **101** counties;
- Coordinating with the Training and Staff Development Branch to help facilitate Core Public Health at the state level and within each local community; participating in **four** public health practice conferences; participating in “Transition Training” curriculum development; and coordinating efforts with Regional Transitional Training Coordinators;
- Promoting public health nursing by making presentations to community nursing students at Eastern Kentucky University, one of which was a video conference with **five** satellite sites across the eastern portion of Kentucky; and
- Developing Disaster Preparedness Curriculum and providing **50** on-site trainings and technical assistance to local health departments.

Public Health Support Branch

The **Public Health Support Branch** has strengthened its ability to help local health departments with proper reporting and record keeping. The branch’s motto “Do it right the first time” has led to improved data collection, fewer billing errors, maximized collections, and improved overall efficiency in health records. Finally, the division has worked with local health departments and the Department for Medicaid Services and the private sector to identify alternative sources of revenue for local health departments.

The branch strengthens and enhances the operation of local health departments through administrative support systems, such as an automated patient and services reporting system that tracked **6,727,402** services to **758,498** *unduplicated* patients in fiscal 2000. Additionally, the branch helps in maintaining a statewide on-line computer network with at least one site in each of Kentucky’s 120 counties. The branch operates the local health network’s HELP DESK that provides assistance to local health departments on the network, and in troubleshooting computer problems.

The branch provides technical assistance and consultation to local health departments for the **410** service delivery sites on medical record standards. On-site consultation and record review assure adherence to these standards. Other responsibilities include the following:

- Development and refinement of integrated patient records and generic forms
- Technical assistance to health departments on patient intake, registration, patient flow, and coding of clinical services

- Responses to special data requests from health departments and DPH's staff, HELP DESK back-up, and development of departmental publications available to local health departments and the public
- Development of procedures for security access for all system users of the local health network
- Working with DPH programs and the Public Health Nursing Branch to assist with the delivery of health services and patient care, and development and implementation of quality assurance standards and reviews
- Maintaining the Records Retention and Disposal Schedule and providing technical assistance in all areas of records retention and disposal for DPH and local health departments

Training and Staff Development Branch

The **Training and Staff Development Branch** serves as the “knowledge broker” for the department and the local health departments by identifying resources and matching them with training. The mandate for statewide training is provided annually in the form of Regional Public Health Practice Conferences. In FY 2000, four two-day conferences were held with approximately **1,600** state and local staff. Continuing education units were provided for five disciplines: nursing, medicine, nutrition, health education, and environmentalists.

The branch processed more than **2,000** requests for training. Agencies used in the training include the Governmental Services Center the Governor's Office of Technology, Emory University Regional Training Center, Centers for Disease Control and Prevention, University of Kentucky, University of Louisville, Eastern Kentucky University, Western Kentucky University, and private consultants. The branch administers continuing education courses for nurses through a providership approved by the Kentucky Board of Nursing. The providership provided continuing education units through **70** courses, with **437** contact hours to more than **4,000** participants during fiscal 2000.

The branch edits a monthly newsletter, *The Local Health Link*, which is distributed to the local health departments and the central offices. A monthly training calendar of learning opportunities that lists courses, training events, video and audio holdings is published and distributed by the branch. The training calendar and the newsletter have been added to the department's home page on the Internet.

The Kentucky Legislature funded a \$2,000,000 Transition Training Initiative for the 2000-2002 Biennium, to provide the appropriate training of the public health workforce to transition from clinical serves to population-focused community based services. The branch has developed a statewide multidisciplinary team of training coordinators to implement a competency-based curriculum using the core public health functions and essential services. This initiative includes partnerships with four universities for needs assessments and curriculum development and implementation. The steering committee

includes the Education and Staff Development Subcommittee of the Public Health Practice Committee and the Transition Coordinators. A major component of this project is the Kentucky Public Health Leadership Institute, conducted with the Kentucky School of Public Health, at the University of Kentucky. Thirty scholars will complete study in April and a new class of **40-50** scholars will begin the one-year course.

Division of Public Health Protection and Safety

The **Division of Public Health Protection and Safety** includes programs related to the enforcement of public health regulations for environmental health and community safety. The division works closely with local health departments to make sure that Kentuckians are protected from unsafe consumer products, unnecessary radiation exposure, unsanitary milk, adulterated and misbranded food, unsanitary public facilities, and malfunctioning sewage systems. State staff are responsible for radiation health and safety issues involving both the natural environment and organizations using radioactive materials, inspection of x-ray equipment, Grade “A” milk production, public health aspects of chemical weapons storage at the Blue Grass Army Depot, and certification of public swimming pool designs.

Environmental Management Branch

The **Environmental Management Branch** seeks to prevent disease and eliminate existing unsanitary conditions and safety hazards in public facilities as well as in an individual's personal environment. The branch performs the following functions:

- Establishes sanitary standards of operation
- Issues permits to construct on-site sewage disposal systems and septage treatment sites
- Trains and certifies on-site sewage disposal system inspectors
- Certifies training and service providers regarding lead abatement and on-site system installers
- Conducts review and approval of construction plans for public swimming and bathing facilities
- Conducts consumer product safety programs
- Conducts and coordinates radon mitigation training and public education programs

In fiscal 2000 the branch issued **22,435** permits and conducted **25,765** site evaluations and enforcements

Food Safety Branch

The **Food Safety Branch** prohibits the sale of adulterated, misbranded, or falsely advertised foods and food products and eliminates unsanitary conditions in tattoo studios and boarding homes. The branch provides planning, monitoring, training, and evaluation for health department food, tattoo studio, and boarding home surveillance programs. Investigation samples are collected from food service establishments, retail food stores, vending machine companies, food manufacturing and storage plants, and from the state's raw agricultural producers for pesticide residues. The branch maintains standards of

identity for various standardized foods and sets acceptable compliance levels for all food establishments in the state.

The branch

- Issued **24,302** retail food, tattoo, and boarding home permits
- Provided **78,224** surveillance activities
- Destroyed **290,183** pounds of adulterated food
- Collected **6,050** samples
- Collected **103** Raw Agricultural Samples for pesticide analysis
- Reviewed **393** Food/Drug or cosmetic product labels for compliance
- Trained **22** new health department environmentalists
- Standardized **seven** local health department retail food specialists
- Held **51** Enforcement Hearings or Conferences for establishments in non-compliance
- Investigated **41** consumer complaints forwarded from the FDA
- Announced and monitored **53** food recalls
- **Seven** staff received specialized food safety training from FDA.
- Developed and successfully produced a "Retail Food Seminar"

The branch routinely receives consumer complaints or inquiries relating to foods, drugs, and cosmetics that have been consumed or purchased. Consumer complaints range from concern over retail food stores, food service establishments, salvage food establishments, schools, nursing homes, hospitals, boarding homes and tattoo parlors. Typically, the Food Safety Branch receives approximately **ten** complaints or inquiries per month.

The Food Safety Branch routinely receives food-drug-cosmetic recall information. If the recalled product was manufactured or distributed in Kentucky, a recall alert is sent to all local health departments.

Milk Safety Branch

The Milk Safety Branch prevents adulteration, misbranding, and false advertising of milk and milk products and protects the public from disease transmission through milk products. The branch oversees inspections of dairy farms, dairy plants, and dairy processors. It is also concerned with the development of product standards of identity and legal labeling of all dairy products mandated by the Food and Drug Administration.

The Milk Safety Program conducted **8,713** inspections of **2,431** dairies, processing plants, receiving/transfer stations, samplers, haulers, trucks, and distributors. There were **892,712** pounds of Grade "A" milk diverted for manufacturing purposes, **253, 959** pounds of milk destroyed due to substandard quality, and **2,677,889** pounds of milk destroyed due to the Drug Residue Testing Program. There were **23,588** samples collected, **2,638** first notices issued, **848** notice of-intent-to-suspend, **458** permits suspended, and **437** reinstatements. A total of **18** hearings (**14** informal conferences, **four** formal) were conducted, **79** plans reviewed, **43** surveys/check ratings, **seven** Grade A laboratory evaluations, **six** drug residue testing sites, and **seven** USDA survey

inspections. A total of **104** conferences were conducted with producers, plants, field men, and haulers, **24** special investigations and **19** on-going plant investigations.

Radiation Health and Toxic Agents Branch

The Radiation Health and Toxic Agents Branch ensures the beneficial use of radiation, protects the public from unnecessary exposure to radiation, and protects citizens in the nine county areas surrounding the Bluegrass Army Depot from the impacts of chemical warfare agents.

The Radiation Health Program is responsible for licensure, registration, certification of all uses of radiation, and surveillance of radiation facilities to evaluate impacts on public health. The program conducts inspections and environmental surveillance, manages compliance activities, and is responsible for statewide emergency response to radiological emergencies/incidents. The Radiation Health Program undertakes activities related to microwave ovens and video display terminals, and collects information on non-ionizing radiation, such as laser and high-tension electrical lines. The U.S. Department of Energy provides on-going funding to assist in the evaluation of the impact of ionizing radiation on public health as related to the Paducah Gaseous Diffusion Plant, which is a uranium enrichment facility in western Kentucky.

The Radioactive Materials Section inspects and licenses **402** licenses issued to users of radioactive materials in the fields of medicine, industry, research, and academia. In addition, the section has issued **13** *in vitro/in vivo* general licenses and **182** other general licenses. The section also assists when radioactive materials and wastes are being transported and also assists in responding to radiological incidents and emergencies.

The Radiation Producing Machine Section inspects and registers **3,653** facilities with **8,114** x-ray tubes that use radiation producing machines. The section also issues certificates and inspects **6,909** operators of sources of radiation to ensure compliance. The section conducted the review of **168** shielding plans for radiation producing machine facilities. The section annually inspects schools of radiologic technology, provides home study course material to **106** qualified individuals in 2000, and coordinates continuing education credit hours as a prerequisite to re-certification. The section inspects **175** mammography facilities to assure they meet the requirements of the Mammography Quality Standards Act of 1992.

The Radiation/Environmental Monitoring Section was placed under the direct supervision of the Radiation Health Program in 2000. The section collects and analyzes samples from and areas on-site and surrounding the Maxey Flats Disposal Site and the Paducah Gaseous Diffusion Plant. In 2000 the Section collected **1,523** samples from the Maxey Flats Disposal Site and conducted **4,584** analyses on these samples. The section collected **2,089** samples at the Paducah Gaseous Diffusion Plant and conducted **2,834** analyses on those samples. The section also conducted **11,754** quality control analyses.

The Toxic Agents Program is responsible for ensuring health and medical preparedness of the nine counties surrounding the Bluegrass Army Depot in Richmond. The program ensures that each of the nine counties has emergency plans for medical preparedness. The program provides training of medical and emergency medical services personnel in the counties, ensuring that they have antidotal drugs, supplies, and equipment necessary to address a chemical warfare agent release.

Division of Resource Management

The **Division of Resource Management** provides all resource support to the Department of Public Health. This includes the **400** Cabinet-level personnel and nearly **4,000** personnel represented by local health departments. The division provides all budget and accounting support, payments, grant allocation and payments, permits and fee collection, procurement and contracting support. The division develops and oversees the DPH budget and local health department's fiscal planning and their administrative and management practices. It provides fiscal support to all **120** counties of the Commonwealth. The division works in concert with the other department's divisions to plan, program, execute, manage and report the financial activities of the department. The division also has responsibility for all information technology systems and support for the department. This includes hardware, software, acquisition, networks, infrastructure, and IT projects.

Financial Management Branch

The **Financial Management Branch** provides financial oversight of the annual department budget of approximately \$200 million. The budget section is responsible for preparing the biennial budget for the department; preparing all budget modifications and realignments for the department and to the Governor's Office of Policy and Management; reviewing and analyzing revenue and expenditure data as it relates to the departmental budget; preparing federal grant reports; and reviewing and providing funding strips for each contract in the department. Budget staff also provide revenue account codes for refund checks received from vendors; approve inter-account documents; schedule and review encumbrance reports monthly; and prepare journal vouchers as needed. This section also approves and processes all electronic payments and purchase requests through the state Management Administrative and Reporting System (MARS) and staff serve as MARS liaisons for the department assisting in user setup, information updates; troubleshooting and training.

The **Local Fiscal Management Section** provides technical and consultative assistance to **55** local health departments regarding financial statements, internal controls, minimum local support, and advice on any health department issues. This section reviews and approves the financial portion of the health departments' plans and budgets; reconciles bank statements for health departments under financial review; and coordinates audit reviews conducted by the Office of Inspector General. Staff engage in the following activities:

- Ensuring that the CH-61 Fiscal Court Tax Rate and CH-62 Ballot Tax Rates are set by each county;
- Preparing the local health department Pay Period Schedule and Full-time Equivalents by month for each fiscal year;
- Maintaining an up-to-date listing of financial vendors for each health department; Assigning costs centers to the health departments,
- Maintaining a listing of each local health department's special projects

This section also prepares projections of revenue and expenditures for all local health departments on a quarterly basis or monthly if needed; prepares annual closeout reports; and provides on-site technical assistance to health departments.

The **Reimbursement Section** prepares the annual Medicare and Medicaid Home Health Cost Reports and the Home and Community-Based Waiver Cost Reports for local health departments. Staff analyze and prepare quarterly home health cost reports and waivers reports; prepares quarterly home health administrative charges; and maintains depreciation schedules for the HCB program. This section processes weekly Medicaid Preventative and HANDS remittance advices; processes payment data and remittances to local health departments; and prepares the cost center spread for posting of checks to local health departments. Staff also process payments for EPSDT verbal notification reports; are responsible for the Medicare Resource Based Relative Values for the Patient Services and Reporting System; and provide training on billing and coding in these areas to health departments.

The **Environmental Systems Support Section** provides technical and administrative support to the local health departments and DPH's divisions on the service reporting and financial aspects of environmental programs administered by local health departments. The section collects environmental revenues, issues permits for the environmental programs, and provides training to health departments' environmental personnel. The section issues permits, collects fees, and oversees the financial management of the Division of Public Health Protection and Safety. In the past year, the section reviewed and evaluated local health departments' environmental fee accounts and assessed compliance with inspection frequencies set by environmental health law and regulation.

Information Technology Management Branch

The **Information Technology Management Branch** manages information technology for the department. The branch fulfills the business functions of the Department through managed information, processes, and technology. The branch maintains the department's INTRANET, which is an internal network that provides the electronic communication of Executive Staff Meeting minutes, directories, maps, organizational charts, electronic forms, graphic/images, conference schedules, training calendar, newsletters, reports, manuals, Internet links, and policies and procedures. A network of multiple servers provide file and print management and communications for remote access and fax, and also handles specialized databases, among them vendor monitoring, child fatality, and birth surveillance. Standardized workstations on one operating system adhere to the Commonwealth's enterprise standards.

As part of the Kentucky's Simplified Access and the Governor's Early Childhood Development initiatives, the Department is developing an Early Childhood Development System within the Cabinet for Health Services. It will identify children in need of early childhood development services and assist with coordination of early childhood development services. The project, called FOCUS, Furthering Our Children's United Services, will establish an informational and statistical reporting system which combines

data from multiple sources into useable forms made available through the Kentucky Information Highway.

The Department is also planning for a Statewide Public Health Information System for public, private, local and state access to health care data. This effort is in accordance with the Kentucky Public Health Improvement Plan's goal to link electronically those involved in the public's health. The Department is developing the first module, a new Vital Statistics System.

The Vital Statistics project is a process to find a new software system to generate, record and print Birth Certificates, Death Certificates, Marriage Licenses and Divorce Decrees, as well as, keep the necessary statistics to be the foundation of the Integrated Public Health System.

The Vital Statistics System is only the beginning of a statewide system for the integration of all program modules into one Statewide Public Health Information System. The intention is for the Commonwealth to undertake subsequent system development projects for the other DPH programmatic areas such as: Newborn Screening; Birth Surveillance; Child Fatality; Well Child; Immunizations; and WIC legacy systems and have them fully integrate with the vital statistics module, as well as subsequent modules. As a result, there will be an integrated health system with one client/electronic patient record for each person served by DPH.

Procurement Branch

The Procurement Branch is comprised of two sections, the Grants Management and Contract/Purchasing sections. The Grants Management Section is responsible for **\$83 million** in grants to **55** local health departments. The section consults with program staff to prepare allocations in order for local health departments to process annual plans and budgets. The branch ensures that state and federal funds are allocated in accordance with the DPH's administrative policy and federal guidelines.

The Grants Management Section consolidates the grant allocation and payments functions for the department. Last fiscal year the Section processed **5,771** grants, which required **9,236** payments to local health departments. Staff provide monthly Grants/Payments Authorized Reports, closeout reports on contracts, and provide technical support to local health departments on allocations, payments, and contracts. Cross training of staff has been accomplished so that each knows the others' duties. One can now contact staff in a single section to check on a grant instead of making inquiries in various areas of the department.

The Contract/Purchasing Section consolidates purchasing and contract management functions. In administering the Emergency Medical Services (EMS) grants, the section reviewed and funded **87** EMS applications for matching grants funds for personnel and equipment. This section plans and directs all personal and program administration contracts. This year DPH has **25** personal service contracts totaling **\$6,775,813** and **27**

program administration contracts totaling **\$8,770,506**. The section supervises the vaccine laboratory that distributes medical supplies and vaccines in the state.

The branch also maintains the Title VI program, which covers the public's rights to access to vital statistics and coordinates the Physician Liability Insurance Program for the five physicians and other administrators in DPH. Other functions performed by the branch include:

- Equal employment opportunity (EEO)
- Americans with Disabilities Act (ADA)
- Bid process for medical supplies
- Coordinating moving telephones and minor construction projects with the building superintendent

Health Department Services

Mandated Services Required of all Public Health Departments	
Seven Core Services Required by Statute or Regulation	Preventive Services for Specific Populations from Appropriated Funds
Enforcement of Public Health Regulations Surveillance of Public Health Communicable Disease Control Public Health Education Public Health Policy Families and Children Risk Reduction Disaster Preparedness	Family Planning Prenatal Care Well Child Care Women, Infants, and Children Adult Preventive Services Chronic Disease Monitoring and Support

The services listed above are required for all health departments. The authority for core activities exists in the Commonwealth of Kentucky's statutes or regulations. The authority for preventive services is found in state budget language and in grants and contracts with agencies of the United States Public Health Service. These preventive patient services were added as state and federal governments appropriated the funds.

Local Option Services Provided after Mandated Services are Assured

Other Population-Based Services
(Negotiated Services)

Other Services for Individuals
(Negotiated Services)

Local health departments at their discretion offer **Local Option Services**. Statute or regulation permits but does not mandate these services. Health departments participating in these activities are expected to be able to compete in the medical marketplace without requiring support from state-appropriated funds. If a community elects to subsidize these services after mandated services have been adequately funded, that is the community's prerogative.

FIVE
DIRECTORY OF THE DEPARTMENT FOR PUBLIC HEALTH
February 2001

Division/Branch/Section	Name	Telephone
		(502) 564- 4-digit #

Commissioner's Office

Commissioner	Rice C. Leach, M.D.	3970
Deputy Commissioner	Sharon Stumbo	3970
Director of Nursing	Sarah Wilding	3970
Legislative Liaison	James Carreer	3970

Division of Adult and Child Health

Chronic Disease Prevention and Control Branch	Greg Lawther	7996
Administration	Lois Robinson	7996
Adult Health Promotion	Janet Luttrell	7996
Diabetes	Theresa Renn	7996
Breast and Cervical Cancer	Patty Sewell	7996
Tobacco Use Prevention	Linda Dunne	7996
Cardiovascular Health	Jackie Walters	7996

Division of Epidemiology and Health Planning

Division/Branch/Section	Name	Telephone
		(502) 564- 4-digit #

Division Director	Glyn Caldwell, M.D.	7243
Asst. Division Director	Mike Auslander, D.V.M.	
Communicable Disease Branch	Barry Wainscott, M.D , M.P.H.	3261
Immunization Section	Sandra Gambescia	4478
STD/HIV Counseling Section	David Raines	4804
Tuberculosis Control Section	Linda Jackson	4276
Health Data Branch	George Robertson	2757
Health Policy Develop. Branch	Charles Kendell	9592

Division of Epidemiology and Health Planning

<u>Division/Branch/Section</u>	<u>Name</u>	<u>Telephone</u> (502) 564- 4-digit #
HIV/AIDS Branch	Gary Kupchinsky	6539
Surveillance & Investigation Branch	Mike Auslander, D.V.M.	3418
Injury Prevention	Carl Spurlock, Ph.D.	4028
Public Health Veterinarian	Mike Auslander, D.V.M	3418
Vital Statistics Branch	Sandra Davis	4212
Certification Section	Elizabeth Browning	4212
Registration & Amendment Section	Ginger Travis	4212

Division of Laboratory Services

<u>Division/Branch/Section</u>	<u>Name</u>	<u>Telephone</u> (502) 564- 4-digit #
Division Director	Samuel B. Gregorio, Dr.P.H.	4446
Chemistry Branch	(vacant)	4446
Biochemistry Section	Linda Dailey	4446
Instrumentation Chemistry Section	Margaret Porter	4446
Toxicology Section	Michael Ward	4446
Microbiology Branch	Norma Carlin	4446
Bacteriology & Parasitology Section	Meloney Russell	4446
Serology Section	Brenda Shipp	4446
Virology & Fluoresc. Micro. Section	Diane Young	4446
Technical & Adm. Services Branch	Cathy Higginbotham	4446
Administrative Services Section	Jeanette Wilhoite	4446
Technical Services Section	William Black	4446

Division of Local Health Department Operations

Division Director (Eff. 1/2001)	Betty H. Olinger, Ed.D.	4990
Assistant Division Director	Lynn Owens	4990
Local Personnel Branch	Bob Nelson	3796
Public Health Nursing Branch	Linda Burke	7213
Public Health Support Branch (Acting)	Libby Sammons	7213
Training/Staff Development Branch	Eula Spears	4990

<u>Division/Branch/Section</u>	<u>Name</u>	<u>Telephone</u>
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Division of Public Health Protection and Safety

Division Director	David Klee, R.S.	7398
Assistant Division Director	Sam Burnette	7398
Environmental Mgt Branch	David Nichols	4856
Community Environ. Section	Ken Spach	4856
Facilities Environ. Section	Beth Huff	4856
Food Safety Branch	Guy Delius	7181
Milk Safety Branch	Dale Marcum	3340
Radiation Health & Toxic Agents Branch	John Volpe, Ph.D.	3700
Radioactive Materials Section	Vicki Jeffs	3700
Radiation Producing Machines	Dewey Crawford	3700

Division of Resource Management

Division Director	Clyde Bolton	6663
Assistant Division Director	Gary Grubbs	6663
Assistant Division Director	Melissa Lawrence	6663
Financial Management Branch	Paul Royce	6663
Local Fiscal Management Section	vacant	6663
Third Party Reimbursement Section	Steve Pennington	6663
Environmental Support Section	Kim True	3127
Information Technology Branch	Clyde Bolton (Acting)	6663
Procurement Branch	Lisa Walls	6663
Contract/Purchasing Section	vacant	6663
Grants Management Section	vacant	6663

Sylvia Cherry, Editor

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